
USAREUR Bulletin

Number 23

HQ USAREUR/7A, Unit 29351, APO AE 09014

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This bulletin expires 1 year from date of publication.

HAUS RISSEN

Haus Rissen will conduct eight information seminars in calendar year 2002 for U.S. personnel. Field-grade officers, company-grade officers, noncommissioned officers (NCOs), and equivalent-grade Department of the Army civilians who have at least 1-year retainability in USAREUR are eligible to attend.

Haus Rissen is an international institute for politics and economics. It is a private organization not affiliated with any political party, religion, or interest group. The institute is in Rissen, which is part of Hamburg, Germany

The 5-day seminars provide information on the history of Germany and on the German political and education system. A harbor and sightseeing tour of Hamburg is included in the program. The seminars provide an opportunity for U.S. military personnel to meet their counterparts in the German Armed Forces.

The Office of the Chief, Public Affairs, HQ USAREUR/7A, will provide funds for seminar costs, lodging, and meals. Sending units and organizations must provide temporary duty orders and pay attendee travel expenses.

The chart below provides seminar dates and participants. The POC is Mr. Beldermann, DSN 370-8725 or e-mail: belderma@hq.hqusareur.army.mil.

Seminar Dates	Participants
27 January to 1 February 2002 21 to 26 April 2002	U.S. field-grade officers and equivalent-grade U.S. civilians
24 February to 1 March 2002 8 to 13 September 2002	U.S. and German company-grade officers and equivalent-grade U.S. civilians
2 to 7 June 2002 1 to 6 December 2002	U.S. and German NCOs and equivalent-grade U.S. civilians
8 to 13 December 2002	U.S. field-grade officers and equivalent-grade U.S. civilians
23 to 28 June 2002	U.S. company-grade officers and equivalent-grade U.S. civilians

VOLUNTARY LEAVE TRANSFER

Appropriated-fund, U.S.-civilian employees may contribute up to half their annual leave to other employees who need time off for medical or family emergencies.

Employees who have excess annual (use-or-lose) leave should consider donating leave before losing it at the end of the year.

Employees who wish to donate excess annual leave should do so before 12 January 2002.

Servicing civilian personnel advisory centers can provide more information on voluntary leave transfer.

NEW ODCSPIM OFFICE SYMBOLS

The following offices in the Office of the Deputy Chief of Staff, Personnel and Installation Management (ODCSPIM), HQ USAREUR/7A, have moved and have new office symbols:

➤The Contingency Operations Manning Division has moved from 1st Personnel Command to ODCSPIM. Its office symbol has changed to AEAGA-O.

➤The Nonappropriated Fund Branch has moved from the Resource Management Support Division to the Morale, Welfare, and Recreation Division in ODCSPIM. Its office symbol has changed to AEAGA-G-FMG.

NEW USAREUR COMMAND POLICY LETTERS

The following USAREUR command policy letters have been distributed as shown:

➤USAREUR Command Policy Letter 1, USAREUR Training Philosophy, AEAGC-TD-OPD (475-6730), 20 November 2001 (Distr: A)

➤USAREUR Command Policy Letter 21, Coaching and Mentoring, AEAGA (370-7314), 26 November 2001 (Distr: A)

➤USAREUR Command Policy Letter 24, Command Inspection Program, AEAIG (370-6409), 19 November 2001 (Distr: A)

Units included in the distribution should have received their copies. Proponent telephone numbers are listed after the office symbols. These policy letters are also available in the Electronic Library of USAREUR Publications and AE Forms at <https://www.aeaim.hqusareur.army.mil/library/home.htm>.

NEW USAREUR COMMAND MEMORANDUMS

The following USAREUR command memorandums have been distributed as shown:

➤USAREUR Fiscal Year 2002 Retention Program, AEAGA (379-6115), 19 November 2001 (Dist: B)

➤The Role of Commanders in the Army Ideas for Excellence Program, AEAGF-C (370-8807), 5 November 2001 (Dist: C)

➤Exceptional Family Member Program Family-Travel Guidelines, AEAGA-GY (370-6373), 29 October 2001 (Dist: C)

Units included in the distribution should have received their copies. Proponent telephone numbers are listed after the office symbols. These memorandums are also available in the Electronic Library of USAREUR Publications and AE Forms at <https://www.aeaim.hqusareur.army.mil/library/home.htm>.

NEW ELECTRONIC USAREUR REGULATIONS

The following USAREUR regulations have been published and are available only in electronic format in the Electronic Library of USAREUR Publications and AE Forms at <https://www.aeaim.hqusareur.army.mil/library/home.htm>:

➤USAREUR Regulation 215-1-8, 16 November 2001, Conducting Command-Level Sports and League Championships in USAREUR

➤USAREUR Regulation 215-9, 15 November 2001, Civilian Participation in USAREUR Sports and Fitness Programs

➤USAREUR Regulation 690-500.592, 8 November 2001, Civilian Personnel Living Quarters Allowance

USAREUR COMMAND POLICY LETTER RESCISSIONS

The following USAREUR command policy letters are rescinded (proponent staff offices at HQ USAREUR/7A are shown in parentheses):

➤USAREUR Command Policy Letter 21, Counseling, 10 March 1999 (ODCSPIM)

➤USAREUR Command Policy Letter 24, Command Inspection Program, 14 June 2000 (OIG)

CHRISTMAS MAILING DEADLINES

To ensure that letters and packages sent to the United States are delivered before Christmas, personnel must mail them by the following dates:

- | | |
|--------------|---------------------|
| ➤4 December | PAL parcels |
| ➤11 December | Priority parcels |
| ➤11 December | First-class letters |
| ➤18 December | Express mail |

NOTE: The deadline for mailing SAM parcels was 20 November.

WEEKLY UPDATE

At least once a week, commanders, staff principals, and supervisors are encouraged to check the Weekly Update page in the Electronic Library of USAREUR Publications and AE Forms to see if HQ USAREUR/7A has issued any new USAREUR policy.

The Weekly Update provides a list, week-by-week, of new and revised USAREUR publications and command memorandums, which are the only approved media for issuing USAREUR policy. Checking the Weekly Update is a quick and easy way to stay informed of command policy.

The address of the Electronic Library of USAREUR Publications and AE Forms is <https://www.aeaim.hqusareur.army.mil/library/home.htm>. The Weekly Update can be seen by clicking on the Weekly Update button at the bottom of the first page of the library.

HOW TO USE THIS BULLETIN

HQ USAREUR/7A publishes the USAREUR Bulletin (UB) on the 1st and 15th of each month.

Personnel who would like to receive the UB may subscribe to have it delivered directly to their e-mail accounts by registering through the Personal Subscription Notification (PSN) feature in the USAREUR Publications System at <https://upubs.army.mil> (click on "PSN Maint.").

Personnel with questions or comments about this bulletin may contact the UB editor by telephone (370-6755) or e-mail (pubsmail@hq.hqusareur.army.mil).

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